

Benefits



2 0 2 0

Confidential Employees

Health and Welfare

The City provides an annual Flex Allotment of \$14,614 (\$608.92 twice monthly) for Confidential employees to use toward the purchase of benefits available under the City’s IRS Section 125 Cafeteria Benefits Plan (Flex Plan). From this allotment employees may choose coverage for themselves under one of the health plans offered by the City. With the remaining allotment amount, employees may elect: health coverage for their dependents; dental and/or vision coverage for themselves and their dependents; set aside funds in a flexible spending account (FSA) for reimbursement of eligible health or dependent care expenses. Employees hired before January 1, 2018 have the option of placing a portion of up to \$9,100 (\$379.17 twice monthly) in a taxable cash option. The maximum cash option amount an employee can receive cannot exceed the cash option amount he/she received in the previous calendar year.

MEDICAL INSURANCE

The City currently offers the Kaiser, Aetna Sharp Accountable Care Organization (ACO), Aetna Full Network HMO, and Aetna PPO plans to its active employees and their dependents through its Flex Plan. Health coverage is effective on the date of hire. Eligible employees may waive City-sponsored medical coverage.

DENTAL INSURANCE

The City currently offers the Cigna DHMO and Cigna DPPO Plans. Coverage is effective on the date of hire.

VISION INSURANCE

The City currently offers the MES Vision Plan. Coverage is effective on the date of hire.

FLEXIBLE SPENDING ACCOUNTS (FSAs)

The City offers both Health and Dependent/Child Care FSAs. FSAs may be funded by your Flex Plan allotment and/or payroll deductions. The maximum annual Health FSA allocation is \$2,750 from all sources. Dependent/Child Care FSAs are limited to \$5,000 from all sources.

CASH PAYMENT OPTION

Employees hired before January 1, 2018 may elect to receive up to \$9,100 (\$379.17 twice monthly) of unused Flex Plan Allotment funds remaining after electing medical, dental, vision, and/or FSA coverage as a taxable cash option. The maximum an employee can cash out each year cannot exceed the cash option they received in the previous calendar year.

LIFE INSURANCE

The City provides employees with a \$50,000 Group Term Life and Accidental Death and Dismemberment policy. In addition to the basic life insurance provided by the City, employees may purchase Optional coverage in multiples of \$10,000, up to a maximum of \$550,000 or four times their annual salary, whichever is less. Coverage is also available for dependents as long as employees purchase Optional coverage for themselves. An employee can elect coverage for their dependent spouse or domestic partner up to the lesser of \$100,000 and 50% of the employee’s coverage, in \$10,000 increments. Coverage of \$10,000 is available for dependent children up to age 26.

SHORT/LONG-TERM DISABILITY (STD/LTD) INSURANCE

The City provides eligible employees with Short Term and Long-Term Disability insurance. If the employee is disabled according to the policy’s definition of disability, the employee may be eligible to receive a benefit based upon 60% of the basic earnings up to a maximum of \$2,500 per week. Benefits would begin after an “Elimination Period” of 30 days for an accident or sickness and would be paid for as long as the employee continues to meet the policy’s definition of disability. STD benefits are payable for up to nine weeks. After nine weeks, coverage transitions to LTD. LTD benefit is 60% of the employee’s monthly earnings to a maximum of \$10,000 per month. LTD benefits duration is based on the employee’s age when the disability occurs up to the Social Security normal retirement age.

Retirement

BASIC RETIREMENT

The City contracts with CalPERS for the provisions of its retirement benefits as set forth in the California Government Code and California Public Employees’ Pension Reform Act of 2013.

Retirement Tier	Retirement Formula	Employee Deduction	Minimum Age for Retirement
Tier 1 Retirement	Local Miscellaneous 3% @ 60	10.64%	50
Tier 2 Retirement	Local Miscellaneous 2% @ 60	8.427%	50
Tier 3 Retirement	Local Miscellaneous 2% @ 62	6.75%	52

Tier 1 – Employees who became CalPERS members with the City of Chula Vista prior to 04/22/2011.

Tier 2 - Employees who became members of CalPERS or a reciprocal agency between 04/22/2011 through 12/31/2012.

Tier 3 - New CalPERS members or reciprocal agency members on or after 01/01/2013

Employees may retire when they reach minimum age for retirement with five years of CalPERS service credit. Following is a summary of the CalPERS contract provisions:

- One Year Final Compensation (Tier 1 only)
 - Employer Paid Member Contributions Reported as Earnings (Tier 1)
 - Three Year Final Compensation (Tier 2 & 3)
 - 1959 Survivor Benefit - Level 4
 - Post Retirement Survivor’s Continuance
- Military Service Credit as Public Service
 - Credit for Unused Sick Leave
 - Retired Death Benefit \$5,000
 - Social Security Coverage-None

457 DEFERRED COMPENSATION

The City offers a 457 plan through Nationwide. Participation in the plan is voluntary and 100% employee funded.

Vacation, Holidays and Leaves

VACATION

Confidential employees will be credited vacation hours on a biweekly basis and shall accrue the following:

	<u>Maximum Accrual</u>
• 10 days (0 - 4 years of service)	180 hours
• 15 days (5 - 9 years of service)	260 hours
• 20 days (10 - 14 years of service)	340 hours
• 25 days (15+ years of service)	420 hours

Employees who have completed at least five (5) years of service may sell back to the City up to 60 hours of accrued vacation on time per fiscal year.

MANAGEMENT LEAVE

Confidential employees receive 40 hours per fiscal year. Hours are credited at the beginning of each fiscal year and must be used prior to June 30. Hours are pro-rated based on start date.

SICK LEAVE

Confidential employees accrue 96 hours per year at a rate of 3.69 hours per pay period. If during a fiscal year in which the employee was employed as of July 1, they use 32 hours or less of sick leave, they may convert to cash 25% of the remaining fiscal year’s accrual.

HARD HOLIDAYS

The City is closed and employees receive compensation for the following holidays:

- New Year’s Day - January 1
 - Cesar Chavez Day - March 31
 - Independence Day - July 4
 - Veterans Day - November 11
 - Day after Thanksgiving
- Martin Luther King, Jr. Day - Third Monday in January
 - Memorial Day - Last Monday in May
 - Labor Day - First Monday in September
 - Thanksgiving Day - Fourth Thursday in November
 - Christmas - December 25

FLOATING HOLIDAYS

Employees are credited with 32 hours each fiscal year for the following three floating holidays:

- Lincoln’s Birthday - February 12
 - Admission Day - September 9
- Washington’s Birthday - Third Monday in February
 - Additional 8 hours in FY 2019-2020

VOLUNTARY WORK FURLOUGH

Employees may elect to purchase 40 hours of work furlough leave once every fiscal year. There will be a deduction of 1.92% from the employee’s gross wages every pay period to pay for the furlough. Furlough hours will be available for employees to use throughout the fiscal year and must be exhausted by June 30 of each year. Any remaining balance by the end of the fiscal year will be forfeited.

LEAVE BALANCE PAYOFF AT TERMINATION

All vacation and accrued floating holidays are paid in a lump sum payment upon termination. Sick leave balances will not be paid upon termination. If the employee retires from the City within four months of separation from employment, he/she may convert unused sick leave to additional CalPERS service credit at the rate of 0.004 year of service credit for each day of unused sick leave. There is no payoff for unused management leave.

Other Benefits

BILINGUAL PAY

Upon recommendation of the Department Head, approval of the Director of Human Resources and successful completion of a bilingual performance evaluation, an eligible employee will receive \$100 per month in addition to his/her regular pay on the condition that bilingual skills are continuously utilized in the performance of his/her duties. Eligible employees may receive an additional \$1.00 per hour for actual time spent translating a document.

MILEAGE REIMBURSEMENT

Employees shall be subject to mileage reimbursement when required to use their private automobile for authorized City business.

PROFESSIONAL ENRICHMENT

Confidential employees may use up to a maximum of \$2,000 per fiscal year to pay for education, conferences and training per the City’s Professional Enrichment Program.

OUT OF CLASS ASSIGNMENT

Employees may receive 7.5% up to 15% Out of Class pay in the event that they are assigned duties of a higher level classification.

SPECIAL PROJECT PAY

Employees may receive up to 15% additional compensation when assigned by the City Manager to a special project.

Information contained herein is for informational purposes only. If there is conflicting information, the employee’s Memorandum of Understanding and/or Civil Service Rules will prevail.